

WSA PLANNING MEETING  
OCTOBER 8 – 11, 2001

**MEETING OBJECTIVE:** To develop a list of prioritized projects/activities that will be conducted by WSA in 2002 to address the strategic goals of the organization.

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**OCTOBER 8, 2001**

Meeting Location: Henrico Ballroom, Madison Building, Virginia Crossings Conference Center

**TODAY'S OBJECTIVES:** To provide an overview of the WSA role and responsibilities in the context of the RD&E strategic imperatives. Present gap analyses on key program areas in order to outline gaps.

8:30 am	Opening Remarks (meeting overview, objectives, outcomes)	R. Solana
8:45 am	Vision/Role/Responsibilities of WSA	R. Solana
9:00 am	Overview of Reduced Harm Evaluation and Reduced Harm Guidance	G. Patskan
9:45 am	Break	

**Situation/Gap Analyses**

10:00 am	Acceptability Assessment	K. Podraza
11:00 am	Clinical Testing	H. Roethig
11:45 am	Lunch - Brunswick Room	
12:30 pm	Cancer: Clinical/Non-clinical Research	A. Tricker
1:05 pm	CVD: Clinical/Non-clinical Research	K. Von Holt
1:40 pm	COPD: Clinical/Non-clinical Research	W. McKinney
2:15 pm	Repro: Clinical/Non-clinical Research	R. Dempsey
2:50 pm	Break	
3:05 pm	ETS: Clinical/Non-clinical Research	T. Sanders
3:40 pm	Smoking Behavior: Clinical/Non-clinical Research	B. Davies
4:15 pm	Non-clinical Testing	W. Reininghaus
4:50 pm	Non-clinical Research	W. Reininghaus

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5:15 pm Communication

R. Walk

5:50 pm Meeting Adjourn

6:30 pm Dinner and Casino Night  
Hanover Room, Virginia Crossings Conference Center

Shirley:

transparencies  
for Wolf

- 11th table
- 11th white board

Vents / rattling?

Cake for Debbie  
GERRY

PARKING LOT / PROCESS

- when does the work become a  
WSA "projects"?
- Project Scope creep

→ 11th table

10-04-01

PM3001300615

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OCTOBER 9, 2001

**TODAY'S OBJECTIVES:** Team building, experiential group interaction. Explore the PM Values.

8:00 am	Group Breakfast Brunswick Room, Virginia Crossings Conference Center	All
8:45 am	Opening Remarks	R. Solana
9:00 am	Depart via bus for Central Virginia Foodbank (CVFB) 1415 Rhoadmiller Road, Richmond, Virginia	All
9:30 am	Orientation to CVFB	CVFB Staff
10:00 am	Morning Session	All
12:00 pm	Lunch	
1:00 pm	Afternoon Session	All
3:00 pm	Depart via bus for Kids Café	All
3:15 pm	Bus arrives at Kids Café	
4:00 pm	Depart via bus for Virginia Crossings Conference Center	All
4:30 pm	Bus arrives at Virginia Crossings Conference Center	All

Meeting participants have the evening on their own. Assistance with dinner arrangements or other activities can be coordinated for out of town participants.

**OCTOBER 10, 2001**

**TODAY'S OBJECTIVES:** In the context of gaps identified on Monday, define tactics (projects or activities) that will address these gaps.

Round table discussions/break-out groups: Coordinators will “sponsor” discussion and brainstorming sessions at individual tables. Participants will have the opportunity to participate in 6 different sessions. The output of these discussions should be a list of new or existing tactics (projects or activities) to address identified gaps.

Reporting Back – Discussion: Coordinators will report back to whole group on tactics identified during round table sessions. Time frame allotted includes time for discussion.

1:00 pm	Acceptability Assessment	K. Podraza/All
1:20 pm	Clinical Testing	H. Roethig/All
1:40 pm	Cancer	A. Tricker/All
2:00 pm	CVD	K. Von Holt/All
2:20 pm	COPD	W. McKinney/All
2:40 pm	Break	
3:00 pm	Repro	R. Dempsey/All
3:20 pm	ETS	T. Sanders/All
3:40 pm	Smoking Behavior	B. Davies/All

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Source: <https://www.industrydocuments.ucsf.edu/docs/krck0001>

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4:00 pm	Non-clinical Testing	W. Reininghaus/All
4:20 pm	Non-clinical Research	W. Reininghaus/All
4:40 pm	Communication	R. Walk/All
5:00 pm	Vision/Role/Responsibilities of RD&E	U. Nyffeler
5:30 pm	Meeting Adjourns	
6:00 pm	Bus departs for Lemaire Restaurant, The Jefferson Hotel 101 W. Franklin Street, Richmond, Virginia 788-8000	
	Note: Individuals who would prefer to drive on their own to dinner are welcome to do so.	
6:30 pm	Cocktails in Palm Court Patio	
7:00 pm	Dinner in Valentine Room	
9:00 pm	Bus departs for Virginia Crossings Conference Center	

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OCTOBER 11, 2001

Meeting Location: Henrico Ballroom, Madison Building, Virginia Crossings Conference Center

**TODAY'S OBJECTIVES:** Broadly prioritize proposed tactics from Wednesday. Check priority items against identified gaps. Discuss resource issues and potential roadblocks.

8:30 am	Kick-off: Today's Objectives and Format	R. Solana
8:45 am	Open review of prioritized tactics	All
<u>Group discussion of proposed prioritization:</u> Coordinators will solicit open feedback from group on proposed prioritization.		
9:00 am	Acceptability Assessment	K. Podraza/All
9:30 am	Clinical Testing	H. Roethig/All
10:00 am	Cancer	A. Tricker/All
10:30 am	Break	
10:45 am	CVD	K. Von Holt/All
11:15 am	COPD	W. McKinney/All
11:45 am	Repro	R. Dempsey/All
12:15 pm	Lunch – Brunswick Room	
1:00 pm	ETS	T. Sanders/All
1:30 pm	Smoking Behavior	B. Davies/All
2:00 pm	Non-clinical Testing	W. Reininghaus/All
2:30 pm	Non-clinical Research	W. Reininghaus/All
3:00 pm	Break	
3:15 pm	Communication	R. Walk/All
3:45 pm	External Research Program	M. Eisenberg
4:15 pm	Discussion of potential roadblocks	R. Solana/All
4:45 pm	Process – Next Steps/Wrap-Up	R. Solana
5:00 pm	Adjourn	